

MINUTES OF A MEETING OF THE  
UNIVERSITY SENATE-Nov.12,1965

The second meeting of the 1965/66 Session of the University Senate was called to order at 2:10 p.m. on Friday, November 12, 1965, President Elliott presiding.

The minutes of the previous meeting were approved as circulated.

Under the next order of business, Mr. Stevens suggested that in view of the fact that the April 8 meeting of the Senate falls on Good Friday - a University holiday - the meeting should be rescheduled. Mr. Wood, Chairman of the Executive Committee, agreed to find an alternate date convenient to a majority of the members.

Upon the request of the Chairman of the Executive Committee that the order of the agenda be changed to consider Item #6-General Business as the next order of business, the following nominations for election to the Physical Facilities Committee were made on behalf of the Executive Committee by Mr. Wood.

Ralph Nash - Chairman  
Louis Glassman - member  
Joseph B. Levy - member

On motion made by Mr. Finan, seconded by Mr. Heller, the above-named persons were elected to the Committee.

Under the next order of business, the following resolutions were proposed:  
a) Mr. Reasing, on behalf of the University Objectives Committee, moved the following resolution, seconded by Mr. Merriman:

(65-1)

"The Senate hereby recognizes the document "Basic Considerations Underlying an Academic Plan for the University" as a major contribution toward the formulation of an academic master plan for the University, and commends that document, along with the discussion of it by the Committee on University Objectives, to each department, school, college, and division for detailed study and discussion."

After some clarification of the resolution's intent by Mr. Reasing, within the context of his Committee's report on the document which had been submitted to the University Senate at its April 9, 1965 meeting and the subsequent distribution of the document itself to the Faculty, this resolution unanimously carried.

b) Mr. Wood, on behalf of the Executive Committee, moved the following resolution, seconded by Dr. Miller:

"It has been announced that the Board of Trustees has authorized the establishment of a Council for each college, school and division of the University, such councils to include representatives of the Board of Trustees, the faculty, the administration, students, and alumni. In order to assure that the faculty members are representative of and have the confidence of their faculty colleagues and also to pursue desirable liaison between the colleges, schools and division, it is recommended that the faculty representatives on the Councils be chosen as follows:

- "Section 1. All but one member of each Council shall be elected by the faculty of the school, college, or division with which the council is associated.
- "Section 2. One member of each Council shall be elected by the University Senate and from the University faculty at large.

President Elliott, briefly clarified this resolution as to possible size of such Councils and indicated this would be determined by the size of the body being represented, and would therefore not be uniform. Mr. Sharpe moved an amendment to this resolution to change the word "elected" in Sections 1 and 2 to "chosen" or "nominated." This motion was not seconded and Mr. Sharpe, seconded by Mr. Eastin, moved that this resolution be recommitted to the Executive Committee for restudy. Mr. Wood, Dr. Miller and Mr. Weston, all members of the Executive Committee, spoke against such a recommitment, and the motion failed to carry.

Mr. Wood, seconded by Dr. Miller, agreed to change the resolution to read:

" . . . . . it is recommended that nominees for appointment as faculty representatives on the Councils be chosen as follows:

- "1. A nominee for all but one faculty position on each Council shall be elected by the faculty of the school, college, or division with which the Council is associated.
- "2. The nominee for the one remaining faculty position on each Council shall be elected by the University Senate from the faculty-at-large."

The motion carried unanimously as amended.

c) Mr. Sharpe, on behalf of the ad hoc Rules Committee, introduced a resolution "concerning the Establishment of Provisional By-Laws for the University Senate," (a copy of which by-laws and covering resolution is attached to the Journal of minutes in the Office of the Senate, Building C) and spoke briefly to this proposal. The resolution had been circulated to the University Senate members before the meeting for their consideration. Mr. Sharpe indicated certain areas in which a phrase or paragraph had been omitted and requested that these be added to conform with the Faculty Organization Plan. Mr. Sharpe, seconded by Mr. Naeser, moved the adoption of the provisional by-laws. After a short discussion in which Mr. Heller inquired about the status of his resolution concerning additional meetings of the Senate which had been referred to the ad hoc Rules Committee, and Mr. Sharpe's reply that the Committee felt the scheduling should remain as usual with the addition of Special Meetings when called for, the Sharpe motion to adopt the provisional by-laws carried.

d) A resolution concerning the establishment of a standing committee of the University Senate on University Gifts, Endowments, Resources and Finances was then presented by Mr. Wood for the Executive Committee, as follows:

"That the University Senate creates a Standing Committee on University Gifts, Endowments, Resources and Finances."

After considerable discussion regarding definitions of Committee aims, purposes, and guidelines, and whether or not these should be stated or implied, by Mrs. Yakobson and Mr. Kraus, Mr. Heller, seconded by Mr. Depian, proposed that this resolution be amended to read as follows:

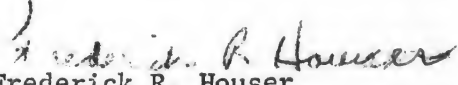
"That the University Senate creates a Standing Committee to assist the University in obtaining Resources and Finances through Gifts and Endowments."

Mr. Wood, on behalf of the Executive Committee, indicated the Committee would not accept such an amendment. After further discussion of the amendment by Mr. Brewer, Dr. Wise, Mr. Wood and Dr. Miller, the Heller amendment was defeated. Mr. Brewer, seconded by Miss Stallings, moved that the "Resolution be referred to the Executive Committee for further amplification and clarification by the Committee" and reported back to the Senate at its next scheduled meeting. The motion carried on a vote of 11 ayes to 10 nays, and the resolution was returned to the Executive Committee.

Under general business, Dr. Wise, on behalf of the Appointments, Salaries and Promotion Policy Committee (including Fringe Benefits) announced that his Committee had met and reviewed the work done over the past three years by its predecessors and had become knowledgeable about the problems which will face his Committee. The Committee was "cheered" by the suggestion of Dean Harold Bright that the administration will be shortly arranging a meeting with the Senate Committee, the administration and the appropriate Committee of the Board of Trustees at which time he hoped there would be a cordial and useful exchange of views.

Mr. Heller, seconded by Mr. Brewer, moved a vote of thanks to the Board of Trustees and the Administration for giving the Faculty their new Disability Insurance Plan. The vote of thanks carried unanimously.

The meeting was adjourned at 3:45 p.m.

  
Frederick R. Houser  
Secretary

A Resolution to Encourage Discussion of  
the document, "Basic Considerations  
Underlying An Academic Plan for the  
University." (65-1)

Be it Resolved by the University Senate  
of The George Washington University:

The Senate hereby recognizes the document "Basic Considerations Under-  
lying an Academic Plan for the University" as a major contribution  
toward the formulation of an academic master plan for the University,  
and commends that document, along with the discussion of it by  
the Committee on University Objectives, to each department, school,  
college, and division for detailed study and discussion.

University Objectives Committee  
12 November 1965

THE GEORGE WASHINGTON UNIVERSITY  
Washington D. C.

4 November 1965

The University Senate will meet at 2:10 p.m. on Friday, November 12, 1965 in the Faculty Conference Room on the Fifth Floor of Lisner Library.

The Order of Business will be

- ✓(1) Call to Order
- ✓(2) Approval of minutes of the previous meeting.
- ✓(3) Special business; for example, matters postponed to this meeting.
- ✓(4) Resolutions reported out of Committees, with reports, if any.
- ✓(5) Introduction of resolutions.
- (6) General business; for example, announcements, nominations, elections, appointments, and committee reports unaccompanied by resolutions.
- (7) Adjournment.

The agenda of the meeting of November 12, 1965 will include under the 3rd and 4th orders of business the following resolutions being reported by the indicated committees:

- ✓(1) A resolution concerning the document "Basic Considerations Underlying an Academic Plan for the University" (University Objectives Committee)
- ✓(2) A resolution concerning the selection of faculty members of the college, school and division councils which have recently been authorized by the Board of Trustees. (Executive Committee)
- (3) A resolution calling for the establishment of a standing committee of the University Senate on University Gifts, Endowments, Resources and Finances. (Executive Committee)
- ✓(4) A resolution concerning the establishment of provisional by-laws for the University Senate (ad hoc Rules Committee)

Copies of the above resolutions are being distributed with the agenda to members of the University Senate.

Under the 6th order will be the submission of nominations by the Executive Committee of:

Professor Ralph Nash (as Chairman)  
Professor Louis H. Glassman  
Professor Joseph B. Levy

to be added to the Senate Committee on Physical Facilities. Further nominations may be made from the floor, after which the election will be held.

The agenda may include such other business as may properly be taken up.

All members of the Faculty Assembly (including all full-time faculty) are invited to attend meetings of the University Senate.

By direction of the Chairman.

*Frederick R. Houser*  
Frederick R. Houser  
Secretary



The University Senate of The George Washington University

SPECIAL COMMITTEE ON BY-LAWS

Special Report

Your Committee has drafted and approved, and it recommends the adoption of, the attached "Provisional By-Laws."

The By-Laws are called "provisional" because they are fragmentary and represent the Committee's response to what the Committee felt were the most pressing needs of the Senate, particularly for (1) rules governing the Agenda for regular meetings, (2) the classification of Committee Reports and rules for their submission and treatment, and (3) a format for Resolutions and a process for originating, considering, and debating them.

In general, written Resolutions expressing the sense of the Senate are to be the business of the Senate, and debate in Senate meetings will focus upon Resolution wording which seeks to express the Senate's views. Resolutions are expected to receive extensive discussion and definite form in Committee discussions before being debated in Senate meetings. The gist of Committee findings with respect to Resolutions may be submitted to the Senate in written Special Reports, but the Resolutions rather than the Reports will be debated. (Other types of Reports may also be submitted.) A Resolution will ordinarily appear on the Agenda and the Resolution itself will be distributed along with the Agenda for a regular meeting, in order for the Resolution to be debated.

Comments of Senate members are earnestly solicited in advance of the meeting and should be addressed either to your Chairman, who will be out of the city November 2 - 7, to a member of your Committee, or to Professor Reuben E. Wood, Chairman of the Executive Committee. Your Committee will continue work on a comprehensive set of By-Laws.

Respectfully submitted,

J. Forrester Davison  
Carol R. St. Cyr  
Edwin L. Stevens  
David J. Sharpe, Chairman

October 29, 1965

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A Resolution to Establish Provisional By-Laws for the  
University Senate 65/3

Be it Resolved by the University Senate of The George  
Washington University:

Section 1. Meetings and Sessions

(a) A "regular meeting" of the Senate shall be held on the second Friday of October, November, December, January, February, March, April, and May. The Executive Committee may change the date of a regular meeting in unusual circumstances. The President may call a "special meeting" of the Senate upon his own initiative, and he shall call a "special meeting" upon the request of the Executive Committee or upon the petition of 25 percent of the elected members of the Senate.

(b) Meetings of the Senate shall be open for attendance and observation to all members of the Faculty Assembly, except that by a majority vote the Senate may declare an "executive session" which only elected and ex officio members may attend.

(c) The business year of the Senate shall be called a "session," and each session shall commence with the call to order of the regular meeting in May.

Section 2. Order of Business and Agenda

(a) The order of business for regular meetings of the Senate shall be as follows:

- (1) Call to order
- (2) Approval of the minutes of the previous meeting
- (3) Special business; for example, matters postponed to this meeting
- (4) Resolutions reported out of Committees, with reports if any
- (5) Introduction of Resolutions
- (6) General business; for example, announcements, nominations, elections, appointments, and Committee reports unaccompanied by Resolutions
- (7) Adjournment.

(b) Arrangement of the Senate's business upon the Agenda within the above categories shall be the duty of the Executive Committee. Matters on the Agenda may be taken up out of order by a majority vote. Matters not on the Agenda may be taken up only by a suspension of the rules of order.

(c) The Agenda for a regular meeting shall be available to members in writing in the office of the Secretary, and a copy of the Agenda addressed to each member shall be put in the University Mails, on the seventh day before the meeting day.

(d) The agenda for a regular meeting shall be accompanied by copies of reported Resolutions scheduled for debate, including those which originate in Committees and have not theretofore been introduced, and copies of Committee Reports submitted with Resolutions.

1 (e) The Agenda for a special meeting shall be prepared by the  
2 Executive Committee and may be incorporated in the call for the  
3 meeting. The minutes of a special meeting shall be approved at the  
4 next regular meeting. No Resolution not on the agenda for the  
5 special meeting shall be considered by the Senate.

6 Section 3. Resolutions

7 (a) A "Resolution" shall consist of a statement which, if adopted  
8 by the Senate, will announce the policy of the Senate with regard  
9 to some matter within its competence.

10 (b) A Resolution shall consist of these parts: the Title, the  
11 Preamble (if any), the Resolving Clause, and the Text. The Title  
12 shall briefly describe the content and purpose of the Resolution,  
13 which should be confined to a single topic; the Title shall  
14 commence, "A Resolution to (or for) . . . ." The Preamble, if any,  
15 shall describe the background of the Resolution. Following the  
16 Preamble, if any, and immediately preceding the Text shall appear  
17 this Resolving Clause: "Be it Resolved by the University Senate of  
18 The George Washington University:" The Text may set forth more than  
19 one policy, each policy being stated in a separate numbered section.

20 (c) In order to "introduce" a Resolution, a member shall read  
21 its Title and move its adoption, another member shall second the motion,  
22 and ~~the first member shall present~~ one copy to the presiding officer  
23 and one copy to the Secretary. The presiding officer shall then  
24 read the Resolution aloud and refer it to the Chairman of the  
25 Executive Committee for assignment to an appropriate Committee.  
26 Resolutions shall be numbered by the Secretary consecutively in the  
27 order of their introduction or reported as original Resolutions  
28 from Committees; for example, "Resolution No. 66-5"; and Resolu-  
29 tions may be referred to by number in the minutes, in Reports, and  
30 in debate.

31 (d) The presiding officer shall declare a Resolution "adopted"  
32 by the Senate upon passage of its Resolving Clause and Text by a  
33 majority vote.

34 Section 4. Committee Action on Resolutions

35 (a) A Resolution introduced at a meeting shall be assigned by the  
36 Chairman of the Executive Committee to an appropriate Standing  
37 Committee or to the Special Committee created by motion for the  
38 purpose. Resolutions may also be originated by Standing and Special  
39 Committees without prior introduction in a Senate meeting, and such  
40 Resolutions need only be reported by the Committee to become the  
41 business of the Senate. A Resolution assigned to a Standing Committee  
42 which is neither reported during the session nor attached to a Standing  
43 Committee's Annual Report shall be listed by the Executive Committee's  
44 Annual Report as "defeated in Committee," and the Resolution must be  
45 reintroduced or originated in a Committee in order to be taken up in  
46 a subsequent session. Resolutions assigned to Special Committees  
47 shall survive from session to session without Committee action.



1 (b) A Resolution shall be "reported" to the Senate for its action  
2 when the Committee's chairman presents a copy of the Resolution to the  
3 Chairman of the Executive Committee for inclusion on the Agenda. A  
4 Special Report of the Committee may accompany the Resolution.

#### 5 Section 5. Committee Reports

6 (a) Committee Reports shall be of three kinds: Annual Reports,  
7 Final Reports, and Special Reports.

8 (1) Each Standing Committee and the Executive Committee  
9 shall submit an "Annual Report" of activities during  
10 the session. Resolutions attached to an Annual  
11 Report shall be the business of the Committee in the  
12 next session, and with the consent of the Committee's  
13 Chairman, the Resolutions may be put upon the Agenda  
14 of any meeting in the next session.

15 (2) Each Special Committee shall submit a "Final Report" to  
16 the Senate at the conclusion of its activities and shall,  
17 with submission of the Final Report, move to be discharged.

18 (3) A "Special Report" may be submitted by an Committee at any  
19 time, either in support of its reporting a Resolution, or  
20 by way of information to the Senate on the Committee's  
21 activities.

22 (b) A Committee Report must be adopted by a majority of the Committee  
23 and shall be submitted over the name of the Chairman, whether he concurs  
24 in the Report or not. The Chairman and members of the Committee may sub-  
25 mit their separate views for attachment to the Committee Report over their  
26 separate names. A Committee Report shall be "submitted" when it is  
27 delivered in writing to the Chairman of the Executive Committee. Each  
28 Committee Report more than three doublespaced typewritten pages in length  
29 shall commence with a "Summary not more than one such page in length for  
30 distribution to the Faculty Assembly.

31 (c) The submitted Committee Report shall be circulated to the members  
32 of the Senate and shall be included in the minutes at the next appropriate  
33 meeting, but it shall not be read aloud unless requested by a majority vote.  
34 No Senate action regarding a Committee Report as such shall be in order,  
35 whether to receive, adopt, or accept it. The appropriate manner of securing  
36 debate and adoption of a Committee's proposals shall be to frame them as  
37 Resolutions.

#### 38 Section 6. Voting

39 (a) Elected members of the Senate shall be the voting members, except  
40 as provided below to break a tie vote.

41 (b) A "majority vote" shall be one vote more than one-half of the  
42 elected members present and voting, and a "quorum" shall consist of  
43 one-half of the elected members; and if "one-half" equals a fraction,  
44 the number required for a majority vote or a quorum shall be the next  
45 higher whole number.

1 (c) Voting shall ordinarily be by voice, with the presiding officer  
2 calling for the Ayes and Nays and declaring the result; except that  
3 any member, elected or ex officio, may call for a division of the  
4 Senate.

5 (d) Voting in a division of the Senate shall ordinarily be by  
6 show of hands, with the presiding officer appointing non-voting tellers  
7 and announcing the Ayes and Nays. In a division of the Senate the pre-  
8 siding officer may, when he announces a tie vote, vote orally to break  
9 the tie vote.

10 (e) Upon the call of six elected members a roll call vote shall be  
11 taken. The Secretary shall call the roll alphabetically, recording  
12 beside each name "Aye," "Nay," "Not Voting," or "Absent," and the  
13 presiding officer shall vote last and only if he wishes to break a  
14 tie vote between the Ayes and the Nays. The presiding officer shall  
15 announce all the results of a roll call vote.

16 (f) By a majority vote a secret ballot may be taken. The Secretary  
17 as teller shall record the Ayes and the Nays and inform the presiding  
18 officer, who shall announce them; and if there is a tie vote between  
19 the Ayes and the Nays, the presiding officer, if an ex officio member,  
20 may vote orally to break the tie.

## 21 Section 7. Debate

22 (a) The entry of a Resolution upon the Agenda as reported by a Committee  
23 puts that business before the Senate for debate, and no second or other motion  
24 is required. A spokesman for the position of the Committee, ordinarily  
25 the Chairman, shall have the privilege of opening and closing debate on the  
26 merits.

27 (b) Debate and amendments must be germane to the Resolution or other  
28 motions, and rulings of the presiding officer upon calls for order on the  
29 question of germaneness shall be appealable to a majority vote.

30 (c) Upon request of an elected member, and upon a majority vote if  
31 demanded by any member, the privileges of the floor for a germane statement  
32 not to exceed ten minutes in length may be extended to any person.

## 33 Section 8. Rules of Order and Parliamentary

34 (a) Except as specifically provided to the contrary in the By-Laws,  
35 the Senate shall govern itself according to Robert's Rules of Order.

36 (b) A Parliamentary shall be appointed at the first regular meeting  
37 of each session by the President with the advice and consent of the Senate.  
38 The Parliamentary shall not be a member of the Senate. He shall advise  
39 on parliamentary procedure for meetings and shall assist in the drafting  
40 of Resolutions.

41 (c) Rulings announced by the presiding officer shall govern the Senate  
42 unless appealed and overruled by a majority vote. It shall be the duty of  
43 the Parliamentary to frame issues of procedure as proposed amendments to  
44 the By-Laws.

1 Section 9. Suspension of the Rules of Order

2 (a) If at a regular meeting a Resolution is put in the hands of all  
3 the members in writing, one copy to each member, it may be taken up  
4 under a suspension of the rules of order if three-fourths of the elected  
5 members so vote, or upon the unanimous vote of any lesser number of  
6 elected members present.

7 (b) Any matter within the competence of the Senate may be considered  
8 at a special meeting provided the Agenda rules for special meetings  
9 are complied with, but the rules of order shall not be suspended at  
10 a special meeting.

11 Section 10. Amendments

12 Amendments to the By-Laws may be introduced and referred to the  
13 Executive Committee, or they may be originated within the Executive  
14 Committee at the suggestion of the Parliamentarian, and they shall  
15 be treated as nearly as may be as Resolutions. Enactment shall be by  
16 a majority vote. Amendments shall not be considered under a suspension  
17 of the rules of order.

THE GEORGE WASHINGTON UNIVERSITY  
Washington, D. C.

TO MEMBERS OF THE UNIVERSITY SENATE:

The first meeting of the University Senate for the Academic Year 1965-66 will be held in the Faculty Conference Room on the fifth floor of Lisner Library on Friday, October 8, 1965 at 2 pm. All members of the Faculty Assembly are invited to attend.

The agenda will include:

- 1) Remarks by President Elliott.
- 2) Action on a proposal by Professor Heller to increase the number of stated meetings of the University Senate.
- 3) Action on additional nominations to membership on Senate committees as follows:
  - a. Student Relations: Peter P. Hill
  - b. Professional Ethics and Academic Freedom: Paul Crafton
  - c. Scholarship: Donald Gross
- 4) Action on a proposal to elect an ad hoc committee to propose a set of standing rules of procedure for the Faculty Assembly and the University Senate.
- 5) Action on a proposal to make it Senate policy:
  - a. That minutes of Senate meetings be circulated as they have been prepared by the secretary and reviewed by the officers of the Senate without waiting for their approval at a regular Senate meeting.
  - b. That minutes of Senate meetings be regularly sent by the secretary to all members of the Board of Trustees.
- 6) Consideration of and action on 1964-65 annual reports of Senate Committees.

In case the meeting begins to get inconveniently protracted, a motion for adjournment will be in order and the remaining agenda can be carried over to the next meeting.

By direction of the Chairman of the Executive Committee.

*Frederick R. Houser*  
Frederick R. Houser  
Secretary